

COMMERCIAL RECYCLING REQUIREMENTS IN ALEXANDRIA

On July 1, 2006, the City Council passed a mandatory recycling ordinance for all commercial businesses and multi-family properties. Since then, over 70% of the commercial properties in the City have submitted a Recycling Implementation Plan (RIP form) and have established a recycling program in accordance with the City Ordinance.

WHY IS THE ORDINANCE NECESSARY?

- The State of Virginia requires all jurisdictions to achieve and maintain a 25% recycling rate.
- Businesses and Multi-Family properties account for more than 70% of the City's solid waste stream thus making commercial recycling imperative for achieving the City's recycling goal of 65%.

WHO IS REQUIRED TO RECYCLE?

- Businesses and Commercial Offices
- Multi-Family Properties
- Federal, State and Local Government Offices
- Apartments and Condominiums
- Home Owners Associations
- Condo Owners Associations
- Educational & Non-Profit Institutions
- Residential properties classified as commercial properties by the City

WHAT MATERIALS MUST BE RECYCLED?

Businesses - All businesses must recycle the two (2) materials that they generate in the largest quantities at each location.

Recyclable materials may include:

- Mixed Paper (as specified by your recycling service provider)
- Corrugated Cardboard
- Commingled Food and Beverage containers (glass, plastic, metal)
- Scrap metal
- Used motor oil or tires
- Clean wood or pallets.
- Restaurant grease and oil

Multi-Family Housing - including Apartments, Condos and Homeowners Associations ***must recycle*** the following:

- Mixed Paper
- Corrugated Cardboard
- Commingled Food and Beverage containers (glass, plastic, metal)

Note: *Single Stream Recycling – is an acceptable substitute for source separated recycling of 2 or more materials in all instances.*

Visit www.alexandriava.gov/Recycling for more information on acceptable recyclable materials or how to implement a new recycling program.

WHAT IF I DON'T GENERATE ANY RECYCLABLES?

Please note this on your RIP form in the comments section and you will be allowed to apply for a temporary waiver for up to 2 years.

WHAT IS A RECYCLING PLAN?

A Recycling Implementation Plan (RIP) describes the refuse and recycling systems in place at commercial and multi-family properties. Business owners and property managers are required to complete a RIP form every two years. The form requests the following information:

- Contact information for businesses or designated representatives
- Materials being recycled
- Hauler names for both trash and recycling
- Container sizes, quantity and collection frequency
- Population of building
- Educational methods for informing employees about recycling

WHAT ARE THE PENALTIES FOR NOT SUBMITTING THESE FORMS?

Penalties range up to \$1500 per month depending upon the volume of trash generated at the property.

(Refer to Sec. 5-1-97 of the City ordinance for more details)

HOW ARE THE FORMS SUBMITTED?

- RIP forms are submitted electronically through a secure City web site;
- Notifications containing the login information are e-mailed or mailed at least 60 days prior to the deadline for submission;
- Properties without internet access may contact the Commercial Recycling Specialist at **(703) 746-4133** for assistance.

Recognizing that managing waste is a public health issue as well as a quality of life issue, Alexandria will maintain a well-preserved public image by managing, handling, and disposing of solid waste in an environmentally sustainable manner.

HOW TO SET UP A RECYCLING PROGRAM

A Recycling Program can be set up in 4 easy steps:

1. Ensure management support and designate a recycling coordinator
2. Plan and set up a collection and storage system
 - Determine what materials you need to recycle
 - Contact your hauler for services and pricing
 - Keep it simple and convenient
3. Promote the program and provide basic recycling education
 - Make sure all recycling containers are clearly labeled
 - Notify your tenants and staff in accordance with City regulations
4. Monitor, evaluate, and reinforce good recycling habits



ADDITIONAL RESOURCES

The following resources for creating a recycling program can be found online at:

alexandriava.gov/Recycling

- Permitted Hauler List
- Educational Signs & Flyers
- Janitorial/cleaning staff information
- Sample contract language
- Labels for containers



QUESTIONS OR ADDITIONAL ASSISTANCE

For more information about how to set up your commercial recycling program or submit your annual RIP form, please visit our website at:

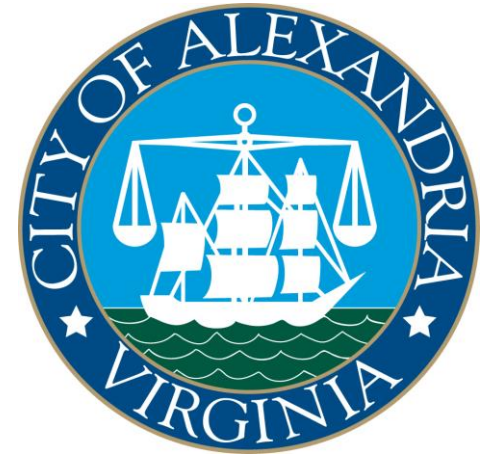
alexandriava.gov/Recycling

Or contact the City's
Commercial Recycling Specialist at:

commercialrecycling@alexandriava.gov

Tel: (703) 746-4133

We'll be happy to assist you.



Business & Multi-Family Recycling Requirements

**DEPARTMENT OF TRANSPORTATION &
ENVIRONMENTAL SERVICES**